

LEADR 1-1
POLICY NO. 1-5

TO: LEAD COMMUNITY

FROM: Commander, LEAD

SUBJECT: EQUAL EMPLOYMENT OPPORTUNITY

POLICY: Letterkenny Army Depot is in transition and, as we move toward the DOD/Army plan for reorganization, it is important to remain vigilant and aggressive in the area of equal employment opportunity. Letterkenny Army Depot is fully committed to the goals, objectives and principles of a proactive Equal Employment Program, which are results oriented. All managers and supervisors are expected to ensure that all employees are given the opportunity to develop, perform and advance to their maximum potential without regard to race, color, sex, age, national origin, religion, mental or physical disability. **Every employee is expected to be treated with respect and dignity.**

Cultural Diversity in the work place is encouraged and each manager and supervisor is expected to support the initiatives of the Affirmative Employment Program to achieve a balanced work force. Our workforce should be free of barriers and totally accessible to persons with disabilities.

Complaints of discrimination will be expeditiously processed and fairly adjudicated. We will resolve complaints at lowest possible levels. Managers and supervisors will pursue resolution at each level of the chain of command. All policies and/or practices that could lead to complaints will be examined and eliminated.

Letterkenny Army Depot's greatest asset and strength have always been the men and women who have worked diligently toward mission accomplishment. This command will continue to ensure that they have an opportunity to excel in a work environment free of discrimination.

//s//
WILLIAM A. GUINN
COL, OD
Commanding

(AMSAM-LE-CO-E)

MAINTENANCE INSTRUCTIONS;

- a. Post on index at Appendix B of LEADR 1-1, and maintain in numerical sequence as part of that appendix.
- b. Retain until officially cancelled, then destroy.